

MAYOR'S ADVISORY BOARD ON COMMUNITY DEVELOPMENT

1st HEARING – March 6, 2014

Members of the Advisory Board present: Andrea Wellnitz, Monica Waters, Michael Loizzo and Sieb Siebenthal. Also present: Mayor John Dennis, Department of Development staff Dale Dixon, City Council members, Peter Bunder, and Gerald Thomas. Representatives from other city departments and local public service agencies were also in attendance.

In the absence of Chairman Bossung, Dale Dixon chaired the meeting. The meeting was called to order at 6:30 p.m. Mayor Dennis thanked the public service agencies for their service and contribution to our community. Mayor Dennis commented that over the years, the grant funding has been significantly reduced, however as a community, we will try to assist the public service agencies as much as possible in these difficult economic times. The Mayor asked that the requests for funding be made with a clear description of the activity for which the funding is being requested. He also expressed his appreciation to the Advisory Board for their time and commitment.

Dale Dixon explained HUD regulations limit the total amount allocated to public service agencies to 15% of the total grant, and administrative funding is limited to 20% of the total grant. A map of the West Lafayette infrastructure improvement target area was displayed. Public service agencies may assist people anywhere within the West Lafayette city limits.

Advisory Board members introduced themselves. Public service agency representatives were asked to provide their name and the agency they are representing at the beginning of their presentation.

OLD BUSINESS

Dale Dixon noted that even without Mr. Bossung, the members of the Advisory Board present constitute a quorum and allows business to be conducted. Monica Waters moved to approve the minutes of the March 5, 2013 CDBG public hearing. Andrea Wellnitz seconded. The minutes were approved as written 4-0.

There was no further old business.

NEW BUSINESS

All Advisory Board members were previously provided with a Performance Review for the program year 2012-2013 and a Progress Report covering July 1, 2013 – December 31, 2013. The reports summarized how grant funds were spent over the 18 month period. Dale Dixon noted the information is also available on the City's website and in the Department of Development. The Executive Summary as

submitted in the 2012 CAPER was also provided for review. Advisory Board members were provided with a copy of each request. The 2014 program year is from July 1, 2014 through June 30, 2015. For planning purposes, last year's grant amount of \$334,283 was used. He stated the public service proposals will be heard in the order in which they were received. Questions and comments were requested.

PRESENTATIONS

1. Dale Dixon from the **Department of Development** requested **General Program Administration** funding of \$37,500 for the 2014-2015 program year. He commented that the request was well below the allowed 20% grant amount. Through careful spending, the Department of Development did not request general program administration funding in the 2013-2014 program year.
2. On behalf of Director Chandler Poole, Dale Dixon from the **Department of Development** requested funding for **Historic Preservation** in the amount of \$10,000. Funding will be used to repair and renovate the façade of an historic building in the target area. Requirements to preserve the historical integrity of the building must be followed.
3. Ben Anderson spoke on behalf of the City of West Lafayette **Engineering Department** which requested \$200,000 for the **Sidewalk/Curb Replacement & Curb Ramp Installation Program**. The funds will be used to replace deteriorating sidewalk and curb and install curb ramps at all intersections on 4th Street between Russell and University. The area has heavy pedestrian traffic and is in dire need of repair.
4. Greenspace Administrator Bev Shaw requested \$6,000 for the **West Lafayette Tree Friends** to plant of **30 2" shade trees** between the curb and sidewalk in the densely populated area bounded by State Street, S. River Road, Harrison, Williams and Marsteller. Recent census figures show this as a low-income target area.
5. In the ongoing effort to bring the City of West Lafayette into ADA compliance, Assistant Superintendent Pennie Ainsworth of the West Lafayette **Parks Department** requested \$30,000 to bring restrooms at Cumberland Park and the Lilly nature Center into **ADA compliance**. Any remaining funds will be used to add high-low drinking fountains in both locations. Both facilities are used by community members of all ages.
6. Carol Lindquist, Programs Coordinator for **New Chauncey Housing, Inc. (NCHI)**, a nonprofit housing coordinator for the City of West Lafayette, requested \$70,000. The organization's goal is to increase home ownership by providing safe and affordable homes for low to moderate income persons while stabilizing and preserving neighborhoods. NCHI purchases, rehabilitates and resells homes to persons who qualify for assistance under HUD guidelines. Emergency repair assistance and down payment financial assistance is also offered to income-eligible persons.
7. **The Center @ Jenks Rest** (Tippecanoe Council on Aging), Executive Director, Catherine Moran, requested \$6,000 for the **Home Repair Program**. The program

provides repairs to homes owned by seniors 62 years and older and/or disabled citizens who are within the city limits of West Lafayette and are at low to moderate income levels. Repairs are limited to the inside of the homes. The request is based on household spending limits of \$500 - \$3,000 which will affect the number of homeowners being served.

8. Executive Director Jennifer Layton of **Lafayette Transitional Housing Center** requested \$8,000 for the **Family and Singles Transitional Housing Program** which operates four programs which are all targeted to helping the homeless. The two transitional housing programs are designed to be a stepping stone between homelessness and permanent housing. The transitional housing programs strive to help the homeless learn the tools they'll need in order to become self-sufficient and permanently housed.

9. Executive Director Jennifer Layton of **Lafayette Transitional Housing Center** requested \$5,000 for the **Homeless Services Program** which is for anyone in Tippecanoe County who is homeless or at-risk of becoming homeless. A variety of supportive services is offered onsite including intensive case management. Case managers assist clients in developing a plan of how to overcome their homelessness including housing options, employment, education, budgeting, parenting, healthcare etc. Showers, laundry facilities, meals, food pantry, clothing room, daytime sleeping area, computer lab, mail, phone and lockers are provided onsite.

10. Executive Officer Jennifer Flora for **Mental Health America of Tippecanoe County** requested funding for the **MHA Day Shelter and MHA Supportive Housing Programs** in the amount of \$12,515.00. The MHA Day Shelter provides shelter in a welcoming, non-threatening environment for local residents who are without homes and for individuals experiencing mental health challenges. The MHA Supportive Housing Program provides housing and supportive services to individuals who have been homeless, who experience mental health challenges, and who live at or below 30% of the annual median income. Due to a \$41,000 reduction in other HUD funding, day shelter hours have been reduced by 45%. The MHA Day Shelter provides extensive outcome-based service, in a safe environment to local residents who are without homes, the vast majority of whom have no income and would otherwise be on the streets.

11. Executive Director Katy Bunder requested \$5,000 for **Food Finders Food Bank, Inc.** **Food Finders Food Bank** is a warehouse and distribution center that receives food from grocery stores, manufacturers, salvage brokers, and food drives and distributes it for 19 cents per pound. Food is received in large quantities and sorted, stored, repackaged, refrigerated, frozen and redistributed to 165 agencies in 16 counties in Mid-North Indiana. Food Finders coordinates the BackPack program in Tippecanoe and surrounding counties. CDBG grant funds provide food to shelters that serve West Lafayette residents. Food Finders anticipates an increased demand for food distribution in 2014.

12. **YWCA - Domestic Violence Intervention and Prevention Program (DVIPP)** Coordinator Jasmine Dowd requested \$10,900 for their **Domestic Violence Intervention and Prevention Program**; a 24-hour shelter which serves victims of domestic violence and their dependent children. Last year 75 residents of West Lafayette were offered

shelter and/or protective orders through the program. Each client has a bed for 30 days, access to food, hygiene products, transportation, clothing, school supplies, work items, medical assistance, legal assistance, childcare assistance and basic necessities for their new homes free of charge. The YWCA DVIPP program anticipates assisting 40 West Lafayette residents in 2014.

13. Joyce Fasani, Shelter Director for **Lafayette Urban Ministry (LUM)** requested \$7,000 for the **Emergency Homeless Shelter**. The shelter is located at 420 N. 4th Street in Lafayette and is open 365 nights a year. In 2013, emergency shelter was provided for 636 clients for a total of 11,576 bed nights. All guests utilizing the shelter are required to participate in case management which evaluates their present situation, future goals and required services. The mission of LUM's Emergency Homeless Shelter is to help homeless men and women get off the street, out of the shelter and into long term, stable housing.

14. **Family Services, Inc.** CEO Rebecca Sullivan spoke on behalf of Program Coordinator Jennifer Swartz and requested \$3,500 for the **Reliance Homecare Program**. The program assists frail and elderly individuals and persons with disabilities who are unable to perform routine daily living activities such as light housekeeping, laundry, grocery shopping, meal preparation, and bill paying. The main goal of the program is to enable clients to remain living independently in their own homes and to assist in maintaining a safe and healthy home environment. Homemakers often provide a necessary link to family members, Area IV and other resources when there are concerns such as changes in the clients' level of functioning, safety concerns, etc. The Home Care Program estimates 5 West Lafayette homebound elderly residents will be served in 2014.

15. **Riggs Community Health Center – Executive Director Veronique LeBlanc** requested \$2,500 for the **Health Referral Services Program** which provides emergency medication and specialty health, dental and vision care assistance for low income residents. 17 West Lafayette residents used the Health Referral Program in 2013. Riggs Community Health Center is the area's sole provider of health, services for uninsured and under insured low income residents of Tippecanoe County and now has three locations. Riggs Community Health Center estimates 20 West Lafayette residents will benefit from the Health Referral Assistance Program in 2014.

Representatives from the various agencies requesting funding answered questions from the Advisory Board. Dale Dixon commented the total public service requests of \$60,514 exceeds the estimated maximum allowable funding by \$10,273.

Advisory Board Guidance

Members of the Advisory Board and Common Council were advised that ratings sheets to rank each proposal and suggest an amount of funding for each project will be sent by email. Dale Dixon reviewed the format of the ratings sheets and requested completed forms be returned to the Department of Development no later than Friday, March 14 by 4:30 p.m. Limits for each category were reviewed. A comparison of last

year's award amount and this year's request was provided for each proposal. Board members were advised to make their recommendations on the anticipated amount of funding.

The next public hearing will be Thursday, April 3 at 6:30 p.m. at which time funding amounts for each project will be announced. All allocations must be approved by the Advisory Board.

Public Comment

Public comment was requested. Councilor Bunder inquired as to any changes to the CDBG target area due to the recent annexation. There were no additional comments or questions from the board or the public. There was no further business.

Monica Waters moved to adjourn. Andrea Wellnitz seconded. The meeting adjourned at 7:46 p.m.

/djkk